

Program Abstract: Attachment 1

Applicant Name: City of Seattle, Human Services Department

Project Title: Prostituted Youth Victim Advocacy Project

Amount Requested: \$146,039

Category: VI – Improving Resources and Services for Victims of Crime

Project Goal: Improve resources and services for commercially sexually exploited youth

Objective: Provide a new advocacy service for prostituted youth in Seattle-King County

Strategies to be Used:

Create one (1) new FTE position – Prostituted Youth Victim Advocate (Advocate)– to be housed at a community-based agency. This Advocate will identify, engage and support prostituted youth to gain safety, navigate complex systems, and gain access to existing services, including the newly implemented residential recovery program (September 2009) for prostituted youth. The ultimate goal is for these youth to leave prostitution, reintegrate into society, and maintain a stable, productive, crime-free and independent life.

Key Deliverables:

The Advocate will provide intensive advocacy services for an estimated 30 youth per year, for a total of 60 youth over the course of the two-year grant. As a result of this project (after working with the Advocate), an estimated 25 youth per year for a total of 50 over the life of the grant will report one or more of the following outcomes:

- Increased knowledge of available resources (40)
- Increase in strategies for safety and/or harm reduction (40)
- Increased knowledge of the criminal justice system (30)
- Ability to make decisions and plan for the future (40)
- Ability to cope with the affects of trauma and abuse (20)

Performance Measures related to Category VI:

- One new FTE created: Prostituted Youth Victim Advocate
- Essential services: 100% new essential services created. The proposed prostituted youth victim advocacy services are not currently provided.
- Collaborative Partnerships: 100% of partnerships and services will be new; no such position or work currently exists in our community.
- One planned initiative implemented in this project
- Estimate 60 youth served by Victim Advocate
- Estimate 40 youth report positive outcomes after working with Advocate
- Cost saving as a result of new initiative implemented: Does not apply

Coordination Plans: The City of Seattle has facilitated a planning process with key stakeholders to implement a Residential Recovery Program for Prostituted Youth, since mid-2008. Several community forums have been convened to identify and discuss trends and service gaps, and to learn from national experts on the topic. Coordination will continue throughout the life of the program via an oversight committee of local experts and key stakeholders. This new position will be a key part of the coordinated community response to assisting prostituted youth.

Program Narrative: Attachment 2

Project Title: Prostituted Youth Victim Advocacy Project

Category VI: Improving Resources and Services for Victims of Crime

Statement of the Problem:

A 2008 City of Seattle report identified 238 prostitution-involved youth in the Seattle area in 2007, by reviewing 1,528 case files from 16 agencies. Currently, there is only one dedicated case manager serving prostitution-involved youth housed in juvenile detention, and no dedicated advocates or case managers serving non-adjudicated, prostitution-involved youth in Seattle.

There are currently no options for specialized housing and recovery services designed for these youth in our region, and existing services are not prepared to meet the extraordinary needs of this highly specialized population.

Children involved in prostitution are heavy users of the criminal justice system. In King County, an analysis of 31 youth responsible for 35 prostitution and prostitution loitering charges between 2004 and 2006 found they had been charged with a total of 211 offenses in King County Juvenile Court. These 31 youth were rearrested ranging from 2 to 23 times, with an average of seven referrals to King County Juvenile Court. After leaving juvenile detention they often return to the streets because their exploiters have indoctrinated them, are extremely fearful, and have no safe place to go.

One new FTE Prostituted Youth Victim Advocate is needed to provide victim advocacy, including information and referrals, risk assessment, safety planning, harm reduction strategies, education, emotional support, guidance in navigating complex systems and institutions (including the criminal justice system), and limited case management for commercially sexually exploited youth.

The City of Seattle is preparing to release a Call for Concept Papers; to fund one agency to implement a Residential Recovery Pilot Program for Prostituted Youth, tentatively planned to be operative by September 2009. The funded agency should be identified by July 2009. This agency will also house this Victim Advocate, who will work with youth sex industry victims who have been identified by juvenile court, police, local outreach organizations or others, to provide full scale advocacy services which include engagement, building trust, providing safety planning, offering emotional support, providing information, making referrals to appropriate services, providing legal advocacy, risk assessment, offering harm reduction strategies, education, guidance in navigating complex systems (including the criminal justice system) and limited case management. The Victim Advocate will work with adjudicated and non-adjudicated youth, and with both Residential Program clients and youth not living in the Residential Program.

This new FTE could begin providing advocacy to prostituted youth as soon as the City of Seattle identifies the funded agency, tentatively scheduled for July 2009.

Program Design and Implementation:

Goal: Improve resources and services for commercially sexually exploited youth

Objective: Provide a new advocacy service for prostituted youth in Seattle-King County

Through the Prostituted Youth Victim Advocacy Project, the City of Seattle proposes to create one (1) new FTE position – Prostituted Youth Victim Advocate. This Advocate will assist prostituted youth with navigating the complex criminal justice system. Prostituted youth, while victims, are also often charged with crimes related to prostitution. The advocate will work to ensure their rights are upheld and they are provided critical supportive services, to ultimately avoid future involvement with the criminal justice system later in life. The creation of this

position aligns with the Recovery Act goal of job creation. This position could potentially be sustained in 2011 by funding provided through the Office of Crime Victims Advocacy in the States Department of Commerce (formerly CTED).

The City of Seattle will select an agency to implement a Residential Recovery Program for Prostituted Youth by July 2009. This will be done through a competitive application process. Once this agency is selected, the Victim Advocate can be hired, trained, and begin serving prostituted youth in Seattle-King County. This advocate will report to the Program Manager and will provide the services described above.

This new position, in tandem with the City-funded Residential Recovery Program, will significantly improve the services offered for these young victims by the criminal justice system. By having a dedicated staff person to work with adjudicated and non-adjudicated youth involved in prostitution, the basic needs of these youth can be met. One possible ancillary benefit is that once safe, they might be more likely to cooperate with criminal justice processes. Providing appropriate services for this underserved population will also allow the criminal justice system to focus greater attention on arresting those individuals that patronize youth prostitutes and those that organize the prostitution of youth in Seattle (pimps).

Deliverables: It is anticipated that the Prostituted Youth Victim Advocate will serve an estimated 30 youth per year, for a total of 60 youth over the course of the two-year grant. As a result of this project (after working with the Victim Advocate), an estimated 25 prostituted youth per year for a total of 50 over the life of the grant will report achieving at least one of the following outcomes:

- Increased knowledge of available resources (40)
- Increase in strategies for safety and/or harm reduction (40)

- Increased knowledge of the criminal justice system (30)
- Ability to make decisions and plan for the future (40)
- Ability to cope with the affects of trauma and abuse (20)

Performance Measures related to Category IV:

- One new FTE created: Prostituted Youth Victim Advocate
- Essential services: 100% new essential services created. Proposed prostituted youth victim advocacy services are not currently provided.
- Collaborative Partnerships: 100% of partnerships and services will be new; no such position or work currently exists in our community.
- One planned initiative implemented in this project
- Estimate 60 youth served by Victim Advocate
- Estimate 40 youth report positive outcomes after working with Advocate
- Cost saving as a result of new initiative implemented: Does not apply

Evidence-based Practices: Both the Prostituted Youth Victim Advocacy Project, and the larger Residential Recovery Pilot Program for Prostituted Youth, will be based as much as possible on best practices. To our knowledge, there are no evidence-based interventions (meaning that subjects have not been randomized into either receiving or not receiving the intervention). Few similar programs exist throughout the country, and little research has been conducted on best practices. This program will utilize all relevant and applicable data, as it is available. As the Residential and Recovery Program will be a pilot, evaluation will be a key component as the program grows.

Coordination: The Residential Recovery Services Program, of which this position will be a part, has been the subject of an extensive planning process engaging multiple key stakeholders since

mid-2008, and will continue throughout the life of the program via an oversight committee. A 2008 City of Seattle report assessed current services, strengths, gaps, and needs regarding services for prostituted youth. Two large community forums were held in 2008, bringing together a wide range of stakeholders, to identify needs, gaps, and service model ideas. The second forum featured three Directors from similar programs, sharing their experience and offering guidance through this planning process. Following the two large forums, smaller workgroups of community experts have been convened to discuss community needs, resources, and models in depth. Stakeholders have included the Seattle Police Department, the Federal Bureau of Investigation, social services agency Directors, direct service staff, former prostitution-involved (experiential) women, researchers, Foundations, other government fund sources, and elected officials. Community engagement and coordination has been at the crux of this initiative since its inception.

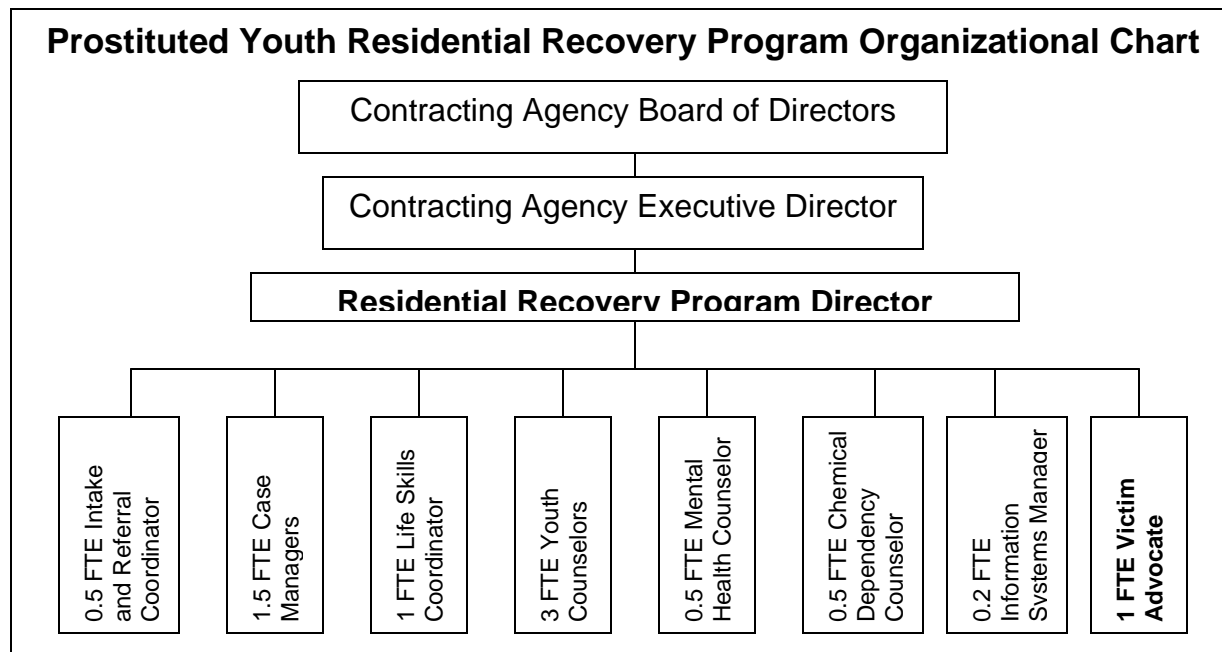
The Victim Advocate will create collaborative partnerships across the spectrum of service providers, including:

- Residential Recovery Program for Prostituted Youth;
- Juvenile Justice Personnel;
- Law Enforcement Agencies;
- Youth Drop-in Centers;
- Youth Emergency Shelters;
- Youth and Young Adult Transitional Housing Programs;
- Mental Health Treatment Providers;
- Chemical Dependency Treatment Providers; and
- Education and Employment Assistance Agencies.

Capabilities / Competencies:

The City of Seattle has developed strong partnerships with experts in the community working on issues related to prostituted youth, as detailed above. Staff assignment and program management structure will be dependent on the agency selected to implement the Residential Recovery Program. The Victim Advocate will be based out of the Residential Recovery Program, supervised by the Program Director, but will be very mobile, able to travel throughout the City to provide advocacy services as needed (to assist youth in Juvenile Detention, Police Stations, Courts, Youth Shelters, Drop-In Centers, etc.).

The Residential Recovery Program Director will have expertise in these areas: staff supervision, working with runaway/homeless/prostituted youth, managing government contracts, data and outcome collection, victim advocacy, mental health treatment, chemical dependency treatment, and working with criminal/juvenile justice systems and courts.



Melissa Fisher, City of Seattle, Human Services Department, Senior Grants and Contracts Specialist, will monitor this contract to ensure that performance measurement and outcome data is collected and reported.

The Seattle Human Services Department has led a rich collaborative process within the community, in preparation for the Residential Recovery Program. The City and the Agency will maintain a deep collaborative relationship as this program launches and grows, as described above.

Impact / Outcomes, Evaluation, Sustainment and Plan for Collection of Data Required for Performance Measures:

The City of Seattle Human Services Department certifies its willingness and capacity to participate in an evaluation to be managed by the National Institute of Justice.

Demonstrated Program Effectiveness: Ultimately, through this project, the City of Seattle aims to support youth to leave prostitution by gaining safety and reintegrate into society with the skills and ability to maintain a stable, productive, crime-free and independent life.

Success will be demonstrated by the number of prostituted youth who:

- Increase knowledge of available resources
- Increase strategies for safety and/or harm reduction
- Increase knowledge about the criminal justice system
- Are able to cope with the affects of trauma and abuse
- Are able to make decisions and plan for the future

Improving the Criminal Justice System: The Victim Advocate will establish partnerships with members of the Criminal Justice System, and will guide and advocate for prostituted youth as

they interact with the system. As mentioned above, this project by satisfying basic safety needs of prostituted youth may increase the likelihood that these youth will work with the criminal justice system. Additionally, by ensuring the prostituted youth have access to supportive services, the criminal justice system can focus greater attention on arresting pimps and johns.

Data Collection: The Victim Advocate will collect demographic and outcome data from all program participants. Analysis will include looking for trends, needs, and gaps, in order to improve service provision and outcomes. Each youth involved in the program will be assessed for the outcomes described above during their program intake. There will be opportunities throughout their involvement with the program to re-assess their progress in achieving the stated project outcomes. The Victim Advocate will also provide assessments of client progress.

Individual client data will be kept confidential to uphold victim safety; aggregate data will be reported by the Agency.

Project Timeline: As soon as an agency is selected by the City of Seattle to implement the Residential Recovery Program (planned for July 2009), a Victim Advocate can be hired and trained, to begin advocacy work with prostituted youth immediately. The Residential Recovery Program is tentatively scheduled to be operational in September 2009; the Victim Advocate need not wait for the Residential Program to open in order to begin working with youth in need. See Attachment 4 for the project timeline.

Sustainability: This position could potentially be sustained in 2011 by funding provided through the Office of Crime Victims Advocacy in the States Department of Commerce (formerly CTED), which has encouraged Seattle to add a victim advocate to the residential recovery program model and has expressed interest in supporting this position.

Budget Worksheet, Attachment 3

Applicant Name: City of Seattle, Human Services Department

Project Title: Prostituted Youth Victim Advocacy Project

A. Personnel __N/A__

Name	Computation	Cost
------	-------------	------

B. Fringe Benefits __N/A__

Name	Computation (Rate)	Cost
------	--------------------	------

C. Travel __\$1,960__

Purpose	Location	Item	Computation	Cost
DOJ Grant Meetings, Washington D.C.: 2 Required Meetings				
Seattle Human Services Staff: Melissa Fisher, Sr. Grants & Contracts Specialist				
Airfare: \$500 x 1 person = \$500/trip				
Hotel: \$120/night x 2 nights x 1 person = \$240/trip				
Meals: \$60/day x 3 days x 1 person = \$180/trip				
Ground Transport: \$60 x 1 person = \$60/trip				
Total cost, per trip = \$980				
Total Travel, 2 Required DOJ Meetings:				\$1,960

D. Equipment __N/A__

Item	Computation	Cost
------	-------------	------

E. Supplies __N/A__

Supply Item	Computation	Cost
-------------	-------------	------

F. Construction

Description	Computation	Cost
-------------	-------------	------

G. Consultants/Contracts __\$144,079__

<i>Consultant Fees</i>			
Name	Service	Computation	Cost
<i>Contracts</i>			
Item	Cost		

(TBD) Community-Based Agency Sub-Contractor, Total Cost: \$144,079

Personnel:

Prostituted Youth Victim Advocate Salary:

Year 1: 2,080 hrs/yr (1 FTE) x \$21.63/hour = \$45,000

Year 2: 2,080 hrs/yr (1 FTE) x \$22.39/hour = \$46,575 (3.5% COLA increase)

Financial Manager Salary:

Year 1: 100 hrs/yr (.05 FTE) x \$33.70/hour = \$3,370

Year 2: 100 hrs/yr (.05 FTE) x \$34.91/hour = \$3,491

Total Personnel: **\$98,436**

Fringe Benefits:

Prostituted Youth Victim Advocate Benefits:

Year 1: 20% of \$45,000 = \$9,000

Year 2: 20% of \$46,575 = \$9,315

Total Benefits: **\$18,315**

Travel:

Mileage: Estimate 500 miles per year at \$.55 per mile x 2 years = \$550

Parking: Estimate \$200 per month x 12 months x 2 years = \$4,800

Total: **\$5,350** (\$2,675 per year)

Operations and Maintenance, at 20% of salary and benefits:

Year 1: (\$45,000 + \$9,000) x .20 = \$10,800

Year 2: (\$46,575 + \$9,315 x .20 = \$11,178

Total Office and Management: **\$21,978**

H. Other _____

Description	Computation	Cost
-------------	-------------	------

Total Direct Costs **\$146,039**

I. Indirect Costs

--

Budget Summary Page

A. Personnel/Salary Costs	\$
B. Fringe Benefits	\$
C. Travel	\$1,960
D. Equipment	\$
E. Supplies	\$
F. Construction	Unallowable
G. Consultants/Contracts	\$144,079
H. Other	\$
I. Indirect Costs	\$
TOTAL PROJECT COSTS	\$146,039
Federal Request	\$146,039
Applicant Funds, if any, to be applied to this project	\$

Budget Narrative:

A. Personnel: NOT APPLICABLE

B. Fringe Benefits: NOT APPLICABLE

C. Travel:

This section includes travel expenses associated with a City of Seattle employee attending two DOJ Grant Trainings: one in Washington, D.C., and one regional meeting. Based on past history of participation in DOJ-designated technical assistance grant trainings, the average cost per person for a single training in Washington D.C. is \$1,000, although this varies with airline costs and hotel rates. The total dollar amount for the regional training is contingent on location, duration, and associated travel costs, and could be considerably lower, if the training is held in the Seattle/King County region. City of Seattle travel policies will be used for both Grant Meeting trips.

D. Equipment: NOT APPLICABLE

E. Supplies: NOT APPLICABLE

F. Construction: NOT APPLICABLE

G. Consultants/Contracts

The Seattle Human Services Department will contract with a community-based agency in July, 2009, to be determined, to implement a Prostituted Youth Residential and Recovery Program. The agency will recruit, train, house and supervise the Prostituted Youth Victim Advocate funded through this proposal.

Personnel costs reflect current salary rates for comparable positions, and include 1 FTE Victim Advocate, and 0.05 (100 hours) FTE of a finance person's time to handle project billing. Victim Advocate fringe benefits rate of 20% includes FICA, L & I, Medical, Dental and Retirement. Local travel expenses are based upon the average monthly mileage and parking for the Victim Advocate, at \$.55 per mile.

The operations and Maintenance rate of 20% includes office supplies, copying, rent, telephone, Internet, insurance, training, and miscellaneous expenses.

H. Other: NOT APPLICABLE

I. Indirect Costs: NOT APPLICABLE

Project Timeline: Attachment 4**Applicant Name:** City of Seattle, Human Services Department**Project Title:** Prostituted Youth Victim Advocacy Project**Goal: Improve resources and services for commercially sexually exploited youth***Objective: A new advocacy and case management service for prostituted youth is available in Seattle-King County*

		Year 1				Year 2			
Activity	Responsible Person	Qtr 1	Qtr 2	Qtr3	Qtr 4	Qtr 1	Qtr 2	Qtr3	Qtr 4
Commercially sexually exploited youth (victims) receive advocacy services from Victim Advocate	Victim Advocate / via referrals from Community Partners	7	8	7	8	7	8	7	8
Victims report an increased knowledge of available resources	Victim Advocate	6	6	6	7	6	6	6	7
Victims report an increase in strategies for safety and/or harm reduction	Victim Advocate	6	6	6	7	6	6	6	7
Victims report an increased knowledge of the criminal justice system	Victim Advocate	5	5	5	5	5	5	5	5
Victims report an increased ability to make decisions and plan for the future	Victim Advocate	5	5	5	5	5	5	5	5
Victims report an increased ability to cope with the affects of trauma and abuse	Victim Advocate	3	4	4	4	3	4	4	4

Position Description

Job Title: Prostituted Youth Victim Advocate

Agency: Community-Based Social Services Agency, TBD

Description: Provide victim advocacy services for prostituted youth, to provide information, referrals, risk assessment, safety planning, harm reduction strategies, education, emotional support, guidance in navigating complex systems and institutions (including the criminal justice system), and limited case management.

Minimum Requirements / Skills:

- BA in Social Work with three years experience working with teens or young adults, or Master's degree with one year of experience, or equivalent.
- Previous experience providing direct service and case management to at-risk youth or related social service area preferred.
- Knowledge of commercial sexual exploitation / prostitution recovery preferred.
- Knowledge and experience of crisis intervention, child abuse/neglect, juvenile justice, domestic violence, housing and homelessness, substance abuse, mental health issues, public assistance rights, sexual abuse and assault.
- Experience in networking and advocating with other agencies to access housing, medical, financial, legal, educational and other resources on behalf of youth or young adults.
- Ability to relate in an empathic, supportive, non-judgmental manner to prostituted youth and their families.
- Strong youth engagement and relationship-building skills.
- Strong written and verbal communication skills.
- Prefer knowledge of, and previous experience with diverse populations (language, culture, race, physical ability, sexual orientation, etc.).

Principal Job Activities:

- Conducts client screenings and intakes; responds to referrals from partner agencies.
- Provides individual advocacy to a caseload of prostituted youth, and support them in achieving goals and working toward recovery, for both youth living within a Residential Recovery Program for Prostituted Youth, and prostituted youth living elsewhere.
- Develops individualized, strength-based service plans in core areas of safety, recovery, housing, mental health, chemical dependency, education, employment and life skills.
- Ensures regular contact with participants; safely and effectively re-engages participants who disengage from services.
- Responds to participants' emerging needs and crises.
- Maintains clear, professional, timely participant contact notes, service plans, progress updates, statistical records, and other documentation according to all strict confidentiality laws and guidelines.
- Connects prostituted youth to community resources, including housing, health and mental health, chemical dependence, education, employment, life skills, etc.
- Maintains collaborative relationships with community providers and caregivers

Position Description:

Melissa Fisher, Senior Grants and Contracts Specialist

City of Seattle, Human Services Department
Domestic Violence and Sexual Assault Prevention Division

Position Summary:

Coordinates and participates in the selection, negotiation, preparation, and administration of a variety of service contracts, sub-contracts, and interagency agreements in support of a division. Monitors subcontractor performance through site visits and review of fiscal and administrative materials. Gathers and analyzes data related to performance measurement, outcomes, and demographics. Conducts needs assessments and related research, and plans and develops new service programs. Participates in advocacy and community relations activities. Provides a variety of technical assistance and support to subcontractors.

Distinguishing Characteristics of the Position:

The Grants and Contracts Specialist, Sr. is an advanced level professional class and is distinguished from the Grants and Contracts Supervisor in that the Supervisor has first-line supervisory responsibility over a unit of Grants and Contracts Specialists.

Positions in this class require knowledge of the principles, methods, and legal requirements of contract preparation, negotiation, and administration. The work of this class requires the ability to prepare program evaluation reports, contract documents, and other complex written material. Judgment is required to make recommendations based on the collection, analysis, and interpretation of statistics, financial data and other program information and to conduct research, assesses client service needs, and develop program proposals and funding sources, which meet those needs. Guidelines exist in the form of departmental procedures manuals, contracting procedures manual, block grant regulations, funding source requirements, and Federal, State, and local laws and regulations; however these resources do not cover all program development situations requiring the positions to develop solutions to client service needs problems.

Contacts are with other department employees, service sub-contractors, representatives of other departments and agencies, community groups, and client advocacy groups to obtain needs assessment data, provide technical assistance, coordinate advocacy efforts, and negotiate contract provisions and problems.

Examples of Work:

- Conducts research and obtains input to conduct needs assessments for client populations. Analyzes demographic trends and social indicator data. Develops new service program proposals to meet needs. Prepares and reviews grant proposals, applications, and budgets for various funding sources and recommends allocation of funds. Assists in completion of division's annual plan. Analyzes potential and past effects of local, State, and Federal legislative and administrative

decisions on client populations. Provides recommendations to division and other agencies on appropriate actions.

- Coordinates and participates in selection of service subcontractors; develops and prepares Requests for Proposals (RFP) including development of criteria, standards, and rating guides; conducts proposer conferences to respond to questions and concerns of potential proposers; provides technical assistance to and coordinates the activities of the RFP review committee.
- Develops, prepares, and negotiates sub-contractor, agency, and consultant service agreements and amendments, including program goals and objectives, performance standards, reporting requirements, budgets, etc.
- Monitors and evaluates effectiveness and efficiency of services provided by sub-contractors; reviews monthly and quarterly reports; conducts on-site visits; prepares written program evaluations to determine compliance with performance standards and Federal, State, and local regulations; recommends program modifications or funding changes as appropriate.
- Ensures subcontractors collect and submit data related to performance measurement, outcomes, and demographics; analyzes data to identify trends, barriers, or necessary programmatic changes.
- Reviews and monitors accounting and service records of subcontractors to determine actual costs for services provided; reviews and monitors monthly invoices; ensures amounts charged comply with contract provisions and applicable laws, rules, and regulations; approves release of funds to reimburse contractor; conducts annual fiscal assessments and semi-annual analysis of contractor expenditure reports.
- Participates in advocacy and community relations efforts; provides technical assistance to committees, task forces, and advisory councils; organizes advocacy efforts among other agencies, community groups, service providers, and client populations. Conducts and coordinates public hearings, conferences, and seminars to obtain needs assessment data and provide information on requirements of and programs available for client populations. Represents department to other agencies, community groups, service providers, and the public.
- Provides technical assistance and training to subcontractors to increase their ability to provide quality services.
- Participates on intradepartmental task forces and leads special projects as assigned.
- Drafts reports, briefing papers, correspondence, and other written material.
- Performs other related duties of a comparable level/type as assigned.

Minimum Qualifications:

Requires a minimum of two years professional experience in contract administration, budget management, planning, human services administration, and a Bachelor's Degree in a Business or Public Administration, a human services field or related field (or a combination of education and/or training and/or experience which provides an equivalent background required to perform the work of the class).

Position Description

Job Title: Program Manager, Residential Recovery Services Program

Agency: Community-Based Social Services Agency, TBD

Description: Provide program oversight and management for a new residential recovery program for prostituted youth, ages 13 to 17. Supervise 10 staff, including an intake and referral coordinator, case managers, life skills coordinator, youth counselors, mental health and chemical dependency counselors, a data manager and a victim advocate. Ensure that services are appropriate, safe, coordinated with other systems and providers, are designed and implemented to meet the unique needs of the clients served, are culturally appropriate and able to deliver the intended outcomes. Ensure that the program is responsive to all provisions and requirements of the funding sources, including timely data collection, outcome analysis and report submission.

Minimum Requirements / Skills:

- MA in Social Work or related field with three years experience working with runaway and homeless youth, including prostituted youth. .
- Previous management level experience, including supervision of professional staff including mental health therapists, chemical dependency counselors and advocates
- Previous management experience overseeing the provision of direct service and case management to at-risk youth or related social service area preferred.
- Experience managing local, state and government grants.
- Experience managing complex budgets and programs.
- Expertise in the area of commercial sexual exploitation / prostitution recovery including therapeutic intervention for post traumatic stress.
- Expertise as a trainer and the ability to develop a training curriculum and to train others on the topic of prostituted youth.
- Knowledge, experience and the ability to lead others to work with and/or intervene with youth in crisis, child abuse/neglect, the juvenile justice system, domestic violence, housing and homelessness, substance abuse, mental health issues, public assistance rights, sexual abuse and assault.
- Experience leading other in networking and advocating with other agencies to access housing, medical, financial, legal, educational and other resources on behalf of youth or young adults.
- Ability to relate in an empathic, supportive, non-judgmental manner to prostituted youth and their families.
- Strong youth engagement and relationship-building skills.
- Strong written and verbal communication skills.
- Prefer knowledge of, and previous experience with diverse populations (language, culture, race, physical ability, sexual orientation, etc.).

Principal Job Activities:

- Management of all aspects of the program for prostituted youth, including supervision of all program staff.
- Ensure that all staff associated with the program receive at least 40 hours of training in working with prostituted youth before they actually work with the youth.
- Ensure that the facility is safe, secure and that security measures are developed and implemented according to agency and funder policies and requirements.
- Meet with funder oversight committee members on a regular basis to review the status of the program and to address concerns and barriers to effective provision of services, as they arise.
- Maintain close ties with other stakeholders including criminal justice responders, juvenile court, local service agencies, and shelter programs for runaway and homeless youth, and funders.
- Ensure that all data is collected, outcomes analyzed and that reports are generated and submitted to funders in a timely manner.